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The Council Office  
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BS26 2AP

5 June 2024

**A MEETING OF AXBRIDGE TOWN COUNCIL WILL BE HELD ON MONDAY 10 JUNE 2024 AT 7.30PM IN AXBRIDGE TOWN HALL.**

**MEMBERS OF THE COUNCIL ARE HEREBY SUMMONED TO ATTEND.**

Members of the public are welcome to attend. Please note should you wish to comment on a planning application please do so directly to Somerset Council as the planning authority, with a copy to the Town Council for information.

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**MRS V L BRICE, TOWN CLERK**

**AGENDA**

1. Apologies for absence – to receive apologies and approve reasons for apologies, if appropriate.
2. Draft Minutes of the Council meeting held on 20 May 2024 (attached) - to approve as a correct record
3. Declarations of Interest and to consider application(s) for dispensations
4. Public Participation
5. Reports from Police and Somerset Councillor(s)
6. Written reports from members representing outside bodies and attending meetings on behalf of the Council
7. Committee membership – publicity
8. Planning
  - 8.1 Planning and Licences Committee meeting held on 10 June 2024 (verbal update)
  - 8.2 Remit – to consider any revisions
  - 8.3 Policies – to consider any revisions
  - 8.4 Houlgate Way – update
  - 8.5 Planning Applications

TO CONSIDER, IF APPROPRIATE, THE FOLLOWING APPLICATION AND ANY RECOMMENDATION FROM THE COMMITTEE AND RESPOND TO SOMERSET COUNCIL:

**Planning application number:** 02/24/00008/AGE

**Proposal:** Change of use of buildings to a dwelling.

**Location:** Land to West of St Michaels, & to the North of A371, Cheddar Road, Axbridge, Somerset, BS26

[Please click here to view this planning application on Somerset Planning North: Planning Online website](#)

9. Administration and Finance
  - 9.1 Report of the Group – June 2024
  - 9.2 Remit – to consider minor changes (attached)
  - 9.3 External audit - update
  - 9.4 New bank accounts – to agree opening a new bank accounts (current and savings)
  - 9.5 Accounting items – to consider approval of accounting items including bank account, methods of payments, accounting system and councillors authorised to approve payments and make monthly internal audits (attached)
  - 9.6 Community Table
  - 9.7 Monthly Financial Report (attached)
10. Highways
  - 10.1 Report of the Highways Advisory Group
  - 10.2 Signage – Gateway signs; car park plaques, Moorland Street and Furlong car parks
  - 10.3 Axbridge Court Nursing Home - correspondence
  - 10.4 Highways matters – to report any urgent matters
11. Cemeteries, Allotments and Open Spaces Advisory Group
  - 11.1 Report of the Cemetery, Allotments and Open Spaces Group
  - 11.2 Cemetery inspection - update
  - 11.3 Open Spaces matters – to report any urgent matters
12. Leisure and Recreation (to include Changing Rooms)
  - 12.1 Report of the Leisure and Recreation Group
  - 12.2 Play Area and Public Conveniences Logs
  - 12.3 Fixed wiring – Changing Rooms & Public Conveniences – update and any action
  - 12.4 Drinking Fountain
  - 12.5 Town Maintenance Report
13. Personnel and Protocol
  - 13.1 Report of the Personnel and Protocol Committee
14. Strategic Planning Advisory Group
  - 14.1 Report of the Strategic Planning Advisory Group
- 16 Emergency Plan – revisions
- 17 General Correspondence, Consultation and Diary Dates (attached)
- 18 Exclusion of Press and Public – to consider the following resolution “that, in view of the special/contractual nature of the business about to be transacted which contains personal/confidential information, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw”
- 19 Leisure and Recreation
  - 19.1 Confidential Item: Recreation Field – update and way forward  
cc: Somerset Councillors, police and press representatives